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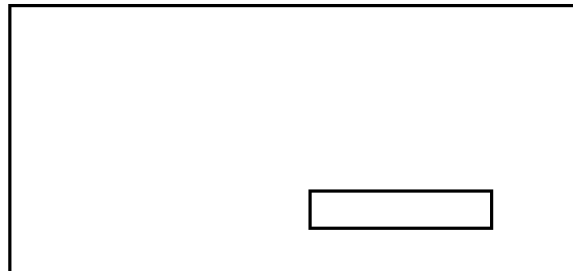
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Ch/G Staff Meeting
13 May 1958
ACTION REQUIRED

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Item No. Action Required of Chief/G

1



9A

2

Acting Chief/D/GG to supply
SA/RR with necessary info.

3

Chief, D/GL, to fill request
after clarification by SA/RR.

4

Items for discussion to be
submitted to SA/RR within the
next couple of days.

5

Analysts to be reminded re use
of GCR facilities.

6

Division Chiefs to continue
close control of overtime.

*7

Division Chiefs to advise
analysts.

F: MEETINGS - 3-1

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6. Overtime

In view of the great amount of overtime worked over this past fiscal year, Chief/G queried the divisions on methods used in approving it, suggesting that perhaps stricter control was needed. After discussion, it was decided that present methods were adequate; Division Chiefs should continue to control overtime very closely.

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*7. Delivery Point for GRA Special Material

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[] office has been named as the delivery point for all GRA special material (including OCI publications, etc.) until permanent quarters are arranged. Material left there should not be allowed to accumulate, but should be picked up on a regular basis.

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